

**MEETING DATE:** February 26, 2015

**TITLE:** Approval of the 2014 Pay Equity Report

**RESOLUTION NUMBER:** 15-016

**PREPARED BY:** Springsted

**E-MAIL:** jurell@springsted.com

**TELEPHONE:** 651-223-3041

**REVIEWED BY:**  Administrator  Counsel  Program Mgr. (Name): David Mandt  
 Board Committee  Engineer  Other

**WORKSHOP ACTION:**

<input type="checkbox"/> Advance to Board mtg. Consent Agenda.	<input type="checkbox"/> Advance to Board meeting for discussion prior to action.
<input type="checkbox"/> Refer to a future workshop (date): _____	<input type="checkbox"/> Refer to taskforce or committee (date): _____
<input type="checkbox"/> Return to staff for additional work.	<input type="checkbox"/> No further action requested.
<input checked="" type="checkbox"/> Other (specify): <u>On Consent for Approval</u>	

**PURPOSE or ACTION REQUESTED:**

Approval of the District's 2014 Pay Equity Implementation Report, compiled by Springsted as requested by the MCWD; and Authorization to direct Springsted to submit the report to the MN Department of Management and Budget for the District.

**SUMMARY:**

On behalf of the Minnehaha Creek Watershed District, Springsted completed the State mandated Pay Equity Implementation Report that analyzed the District's 2014 wage information. The Minnesota Local Government Pay Equity Act demands compliance in four testing categories; Exceptional Service Pay Test; Salary Range Test; Statistical Analysis Test; and the Completeness and Accuracy Test.

The results of all four testing categories were compiled by Springsted by the January 31, 2015 deadline and are attached for the Board of Managers to review and accept.

Springsted representatives have confirmed that Board approval is a necessary component of the Completeness and Accuracy test upon notification of acceptance, will be sent to the MN Department of Management and Budget by Springsted.

**RESOLUTION**

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**RESOLUTION NUMBER:** 15-016

**TITLE:** **Approval of the 2014 Pay Equity Report**

WHEREAS, On January 30, 2015, Springsted completed the 2014 Pay Equity Implementation report for the MCWD.

WHEREAS, the compliance report as prepared by Springsted has been provided to the Board of Managers for review.

WHEREAS, upon approval from the Board of Managers, Springsted will submit the report to the MN Department of Management and Budget for the District.

**NOW, THEREFORE, BE IT RESOLVED** that the Minnehaha Creek Watershed District Board of Managers has received the 2014 Pay Equity Implementation Report; approves the findings and directs Springsted to submit the results to the MN Department of Management and Budget.

Resolution Number 15-016 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_.  
Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: \_\_\_\_\_.

\_\_\_\_\_  
Secretary Date: \_\_\_\_\_



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January 29, 2015

Mr. David Mandt  
Operations and Support Services Director  
Minnehaha Creek Watershed District  
15320 Minnetonka Blvd.  
Minnetonka, MN 55345

Dear Mr. Mandt:

Springsted has prepared the District's Pay Equity Implementation Report and utilized the Minnesota Management and Budget web-based pay equity reporting system to analyze the District's 2014 wage information. There are four tests for compliance with the State of Minnesota Local Government Pay Equity Act. Following are the tests and the results:

1. Completeness and Accuracy Test: The District will pass this test if the report is submitted electronically by January 31, 2015. Springsted will submit the report for the District upon approval of the report by the Board of Managers.
2. Statistical Analysis Test: To pass this test the District must have 6 or more male classes and at least one class with an established salary range, or four or five male classes and an underpayment ratio of 80 or more. The District's underpayment ratio is 45.83, which is below the established standard. If the underpayment ratio is below 80, a review of the T-Test Results is conducted. This test measures the average dollar amount differential of male and female classes from predicted pay and whether the difference is "statistically significant". In order for the District to pass this test, the T-Test Result must be below 1.734. The T-Test Result for the District is 0.929, which indicates that the District would be found in compliance with this test.
3. Salary Range Test: For organizations with established salary ranges for positions, this measures whether male classes are reaching the top of their salary range faster than female classes. This result must either be 0 or above 80 to be found in compliance. The result of the salary range test for the District is 0.00, as no years are required to qualify for the maximum monthly salary for each class at the District; this indicates that the District would also pass this test.
4. Exceptional Service Pay Test: This test analyzes whether there is a larger percentage of male classes receiving longevity or performance pay than female classes. For this test the result must either be 0 if less than 20% of male classes receive exceptional service pay or be above 80. The results of this test are 0, as no classes receive exceptional service pay and indicates that the District also passes this test.

Please review the enclosed information and if there are no changes please have the report reviewed and approved by the District Board of Managers prior to January 31, 2015. Springsted will submit the report to the Department of Management and Budget upon notification of approval by the Minnehaha Creek Watershed District Board of Managers.

Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Julie Uhell", enclosed within a large, hand-drawn oval.

Julie Uhell, Senior Project Manager  
Consultant

## Compliance Report

Jurisdiction: Minnehaha Creek Watershed District  
15320 Minnetonka Blvd.  
Minnetonka MN 55345

Report Year: 2015  
Case: 1 - 2014 DATA (Private (Jur Only))

Contact: Jeff Spartz Phone: (952) 641-4521 E-Mail: jspartz@minnehahacreek.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

### I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	8	11	4	23
# Employees	8	12	12	32
Avg. Max Monthly Pay per employee	7,349.34	5,105.07		5,290.25

### II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 45.83 \*

	Male Classes	Female Classes
a. # At or above Predicted Pay	6	5
b. # Below Predicted Pay	2	6
c. TOTAL	8	11
d. % Below Predicted Pay (b divided by c = d)	25.00	54.55

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

### B. T-test Results

Degrees of Freedom (DF) = 18	Value of T = 0.929
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- a. Avg. diff. in pay from predicted pay for male jobs = \$9  
b. Avg. diff. in pay from predicted pay for female jobs = (\$49)

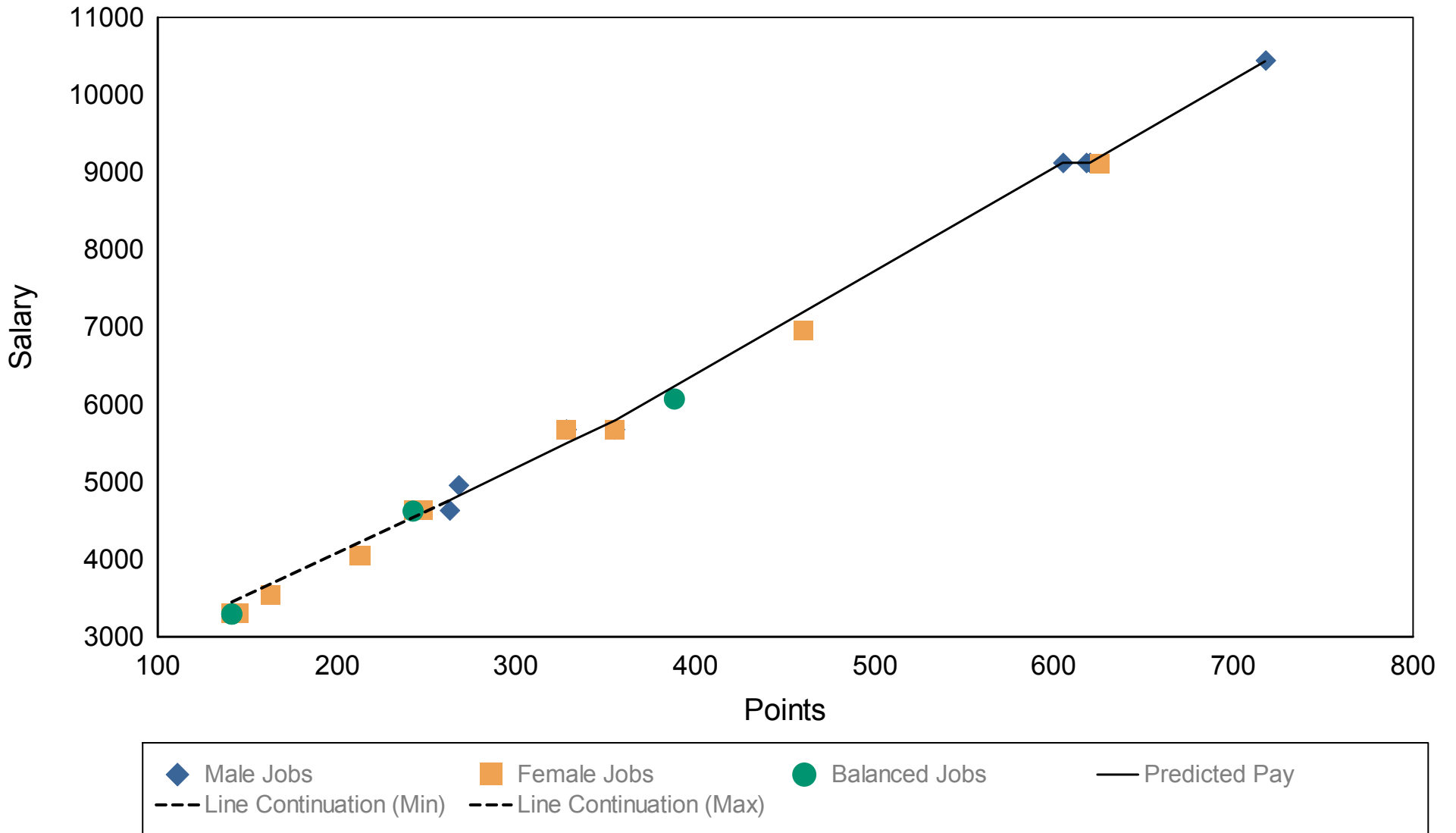
III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

- A. Avg. # of years to max salary for male jobs = 0.00  
B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

- A. % of male classes receiving ESP 0.00 \*  
B. % of female classes receiving ESP 0.00

\*(If 20% or less, test result will be 0.00)



Predicted Pay Report for Minnehaha Creek Watershed District

1/29/2015

Case : 2014 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	District Representative - Perm	2	2	4	Balanced	141	\$3,307.62	\$3,451.25	(\$143.63)
2	District Representative - AIS	0	1	1	Female	141	\$3,307.62	\$3,451.25	(\$143.63)
3	District Representative - Wate	2	1	3	Balanced	141	\$3,307.62	\$3,451.25	(\$143.63)
4	Receptionist/Administrative As	0	1	1	Female	145	\$3,307.62	\$3,495.13	(\$187.51)
5	Permitting Clerk	0	1	1	Female	163	\$3,539.15	\$3,693.57	(\$154.42)
6	Office Administrator	0	1	1	Female	213	\$4,051.97	\$4,244.68	(\$192.71)
7	Permitting Technician	2	1	3	Balanced	242	\$4,639.10	\$4,458.94	\$180.16
8	Technical Support Services Spe	0	1	1	Female	243	\$4,639.10	\$4,473.43	\$165.67
9	Project and Land Technician	0	1	1	Female	245	\$4,639.10	\$4,502.00	\$137.10
10	Water Quality Technician	0	1	1	Female	248	\$4,639.10	\$4,545.06	\$94.04
11	Communications Coordinator	1	0	1	Male	263	\$4,639.10	\$4,760.37	(\$121.27)
12	Cost Share Grant Administrator	1	0	1	Male	268	\$4,963.84	\$4,832.42	\$131.42
13	Aquatic Invasive Species Progr	1	0	1	Male	328	\$5,683.10	\$5,512.28	\$170.82
14	Project and Land Program Manag	0	1	1	Female	328	\$5,683.10	\$5,512.28	\$170.82
15	Education Program Manager	1	0	1	Male	355	\$5,683.10	\$5,809.94	(\$126.84)
16	Water Quality Manager	0	2	2	Female	355	\$5,683.10	\$5,809.94	(\$126.84)
17	Planner-Project Manager	1	1	2	Balanced	388	\$6,080.92	\$6,173.74	(\$92.82)
18	Lead Planner-Project Manager	0	1	1	Female	460	\$6,962.04	\$7,181.68	(\$219.64)
19	Research & Monitoring Director	1	0	1	Male	605	\$9,125.82	\$9,125.82	\$0.00
20	Planning and Projects Director	1	0	1	Male	618	\$9,125.82	\$9,125.82	\$0.00
21	Operations and Support Service	1	0	1	Male	620	\$9,125.82	\$9,125.82	\$0.00
22	Communication and Education Di	0	1	1	Female	625	\$9,125.82	\$9,125.82	\$0.00
23	District Administrator	1	0	1	Male	718	\$10,448.15	\$10,432.11	\$16.04

Job Number Count: 23